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CENTRAL INTELLIGENCE AGENCY

REPORT

INFORMATION REPORT

CD NO

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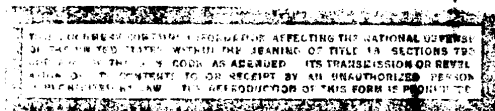
FROM: East Germany

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Functions of the Office for Scientific-
Technical Cooperation (WTZ)PLAC
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(LISTED BELOW)

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DATE OF
INFC.SUPPLEMENT TO
REPORT NO

THIS IS UNEVALUATED INFORMATION

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East Germany is interested in obtaining information from abroad on certain scientific-technical procedures or certain scientific-technical equipment, or in taking contact with scientific-technical personnel living in the USSR and its satellite countries. This interest usually originates in an industrial enterprise, a scientific-technical institute or in any of their supervisory organizations. Interest of private persons in foreign scientific-technical procedures, equipment or personnel, is not officially recognized.

Such information is obtained through the Office for Scientific-Technical Cooperation (WTZ), of the East German State Planning Commission. In order to obtain it, the following procedure must be complied with:

- a. Any person, enterprise or institute desiring this information must first notify its supervising authority. The supervising authority in this connection is a ministry, state secretariat, a scientific academy or any other "central government organization" in East Germany.
- b. Such ministry or "central organization" has a department for scientific-technical cooperation of at least one or more persons responsible for scientific-technical cooperation. This department or person makes an application to the WTZ outlining the request. In the case of a ministry, the request is accompanied by a certification of the main administration with authority over the originating person, institute or enterprise, certifying to the necessity and importance of the request and assessing its significance within the framework of the National Plan.
- c. This application is made on form effect 1570. The form sheet contains the following items:

(1) a summary of the request (Kurzfassung)

(2) a brief description of the requested information

(3) the date by which fulfillment of the request is required

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- (4) Specification of what is desired (Leistung). Up to and including 1954, this specification had to be given in the form of a short description. For the 1955 planning, the Leistung must be designated by a number. The following are the numbers used; the number indicates the kind of action requested from the WTB:

1. Information.
2. Descriptions (Beschreibungen). This concerns literature available to the West, including patent literature.
3. Technology.
4. Blueprints, drawings and/or documents. This includes photographs of equipment and installations.
5. Production procedure and samples (Rezeptur und Muster).
6. The dispatching of East German personnel to foreign countries (Entsendung) or visits to East Germany by foreign personnel (Konsultation).

3. The applications on form sheet 1520 are first processed in the WTB Department for Planning, Reports and Coordination. They are investigated there for their formal correctness. The question whether the motivation for a request is presented correctly is also investigated there, i. e. whether it really is conceived in such a way that the fulfillment of the request would be in the interest of the Economic Plan. This Department furthermore classifies all requests according to the countries to which they pertain. The requests are then registered. If a request involves specific scientific-technical questions for which the assistance of an expert is needed, the Department for Planning, Reports and Coordination calls on experts in the Central Office for Research and Technology (Zentralamt fuer Forschung und Technik - ZaFT). If it is not clear whether the fulfillment of a request is really necessary, the Department calls on representatives in the responsible administration of the Ministry concerned or on representatives of other central organizations concerned for an opinion. After the processing of this Department is completed, the requests are channeled to those departments or secretariats of the WTB to which they pertain. If a request pertains to each of several foreign countries, copies of the request go to each WTB department or secretariat concerned. As the next step, the Department for Planning, Reports and Coordination calls a conference in which all requests which are the responsibility of one WTB department or secretariat are discussed. If necessary, representatives of ZaFT and the central organizations are present at this conference. The conference deals with the best methods of carrying out the requests. The head of each WTB department or secretariat consolidates

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all requests falling under his responsibility according to technical topics. All requests on the same technical topic are listed together on one form sheet, a copy of which goes to the Department for Planning, Reports and Coordination.

- 4 In the conference with the head of the responsible WTZ department or secretariat, it is also decided whether the fulfillment of a request can wait until the next WTZ convention with the foreign country in question or whether it should be implemented immediately. There are seven WTZ departments or secretariats, each of which is responsible for scientific technical relations with one or more satellite countries (including the USSR)¹. Each one of these foreign countries or groups of foreign countries has four WTZ conferences with East Germany per year. These conferences take place alternately in East Germany and in the foreign country concerned. If a request is not of immediate urgency it is taken up in the next conference with the foreign country involved. If the request is so urgent that it is considered impractical to delay its implementation, the Department for Planning, Reports and Coordination of the WTZ transfers the matter directly to the trade delegation in East Germany of the foreign country involved. At the same time, the Department notifies the East German WTZ representative in the foreign country. With the exception of Albania, the WTZ has a representative in East German embassies in every satellite country and the USSR. This representative has the rank of embassy secretary. The WTZ embassy secretary contacts the scientific-technical cooperation unit of the foreign country directly or the ministry of the foreign country involved in the urgent request. If the foreign country approves the request, it notifies its trade delegation in East Germany, which in turn informs the WTZ. The implementation of the request is then handled in the same way as in the case of regular requests.
- 5 Regular requests, i.e. those not of immediate urgency, are taken up in the WTZ conferences with the foreign countries. The request is discussed by the representative of the East German WTZ and the scientific-technical delegation of the foreign country concerned. If an agreement is reached, it is laid down in a detailed protocol made out in German and in the language of the country concerned. The protocol is signed by the WTZ representatives of East Germany and of the foreign country, and it is also sealed. Copies of the protocol are registered and kept in the files of the Department for Planning, Reports and Coordination of the WTZ.
- 6 The East German WTZ delegation to the conference with the foreign country is composed of the following:
 - a The chief of the WTZ section in the State Planning Commission. The State Planning Commission has WTZ sections which correspond to the departments or secretariats for foreign countries within the WTZ. This section chief functions as the head of the East German WTZ delegation.

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- b. The head of the WTZ department or secretariat involved.
- c. A varying number of scientists and/or technicians called by the WTZ to take part in the conference. These persons may come from ZAFU, the ministries and/or scientific institutes such as the East German Academies or the State Geological Commission, etc.

- d. Two interpreters provided by the WTZ section of the State Planning Commission and a stenographer provided by the WTZ department or secretariat involved.

The total number of persons belonging to the WTZ delegation usually does not exceed twelve.

- 7. If agreement is reached on the fulfillment of a request either in the WTZ convention or through the special method described above applying to requests of immediate urgency, the WTZ Department for Planning, Reports and Coordination is responsible for its implementation. The trade delegation in East Germany of the country involved notifies the WTZ that such and such material (literature, documents, descriptions, equipment, samples, etc.) has arrived. The material is then delivered to the WTZ on a prearranged date. On this occasion, a Protocol of Surrender (Uebergabeprotokoll) is made and signed by WTZ representatives and by a representative of the foreign trade delegation. A copy of this protocol is forwarded by the Department for Planning, Reports and Coordination to the Ministry or other "central organization" concerned. If the request concerns the visit of a foreign scientist or technician to East Germany, the foreign trade delegation concerned informs the WTZ and the WTZ department or section in the Ministry or other "central organization" concerned. The WTZ Department for Planning, Reports and Coordination sets a date for a conference with the foreign scientist. In addition to the foreign scientist, the following persons take part in this conference:

- a. A representative of the foreign trade delegation.
- b. An engineer or other representative of the WTZ department or secretariat involved.
- c. A representative of the main administration of the ministry involved or a representative of the central organization involved.
- d. The head of the technical department in the main administration involved or a technical expert of other central organizations involved.
- e. The technical head of the enterprise involved, if such is the case, or the institute head if the request applies to an institute.

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During this conference a detailed program for the visit of the foreign scientist is worked out and the duration of his stay is determined. The results of the conference are recorded in a protocol, a copy of which goes to the Department for Planning, Reports and Coordination of the WTZ.

- 8 Every person, institute, enterprise or any other organization making requests to the WTZ is required to report on the results obtained through the fulfillment of his request. This is done after the material provided through the WTZ has fulfilled its purpose, or after the visit of a foreign scientist or technician is terminated. These reports are called Nutzungsberichte. They are first sent to the ministry or central organization involved, which forwards them with its comments to the WTZ department or secretariat concerned. From there they go to the WTZ Department for Planning, Reports and Coordination. This Department consolidates all reports of this kind pertaining to one and the same country and forwards the consolidated report to the State Planning Commission.
- 9 The WTZ is not allowed to function in any matter concerning Western countries. If information of a scientific-technical nature which can only be obtained from or in western countries is involved, the WTZ refers the matter to the State Planning Commission. It is known that in all matters considered to be of sufficient urgency, the State Planning Commission takes action, mostly by selecting a technician who is sent abroad under some appropriate pretext. As an example, Chief Eng. Probst (fnu), of the State Radio Committee, was sent to England in September 1954 in order to procure information bearing on telecommunications problems after the matter was transferred by the WTZ to the State Planning Commission.
- 10 All requests concerning the procurement of scientific-technical information handled by the WTZ are subject to the same kind of planning as everything else in East Germany. The requests concerning a certain plan year must be in the possession of the WTZ early in the last quarter of the preceding plan year. On the other hand, the WTZ receives the requests from foreign countries during the first quarter of the plan year to which they apply. Thus, on 15 November of every year the WTZ has tabled all East German scientific-technical requests to foreign countries for the following plan year. However, it will know only by the end of March of the following year the total of foreign requests to East Germany for that year. If during a given plan year requests are made which were not contained in the list of planned requests, they are processed by the WTZ only after personal approval by a Minister or a member of the State Planning Commission.

11 Field Comment. The head of the WTZ Section for the USSR in the State Planning Commission is the Deputy Chairman of the Commission, Erwin Kerber.

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CENTRAL INTELLIGENCE AGENCY

REPORT

INFORMATION REPORT

CD NO.

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COUNTRY East Germany

DATE DISTR. 8 February 1955

SUBJECT Functions of the Office for Scientific-
Technical Cooperation (WTZ)

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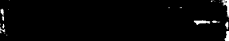




DATE OF
INFO.SUPPLEMENT TO
REPORT NO.

THIS DOCUMENT CONTAINS INFORMATION AFFECTING THE NATIONAL DEFENSE
OF THE UNITED STATES. WITHIN THE MEANING OF TITLE 18, SECTIONS 793
AND 794, OF THE U. S. CODE, AS AMENDED, ITS TRANSMISSION OR REVEL-
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1. East Germany  obtaining information from abroad on certain scientific procedures or certain scientific-technical equipment, or in taking up direct contact with scientific-technical personnel living in the USSR and its satellite countries. This interest usually originates in an industrial enterprise, a scientific-technical institute or in any of their supervisory organizations. Interest of private persons in foreign scientific-technical procedures, equipment or personnel, is not officially recognized.
2. Such information is obtained through the Office for Scientific-Technical Cooperation (WTZ), of the East German State Planning Commission. In order to obtain it, the following procedure must be complied with:
 - a. Any person, enterprise  institute desiring this information must first notify its  supervising authority. The supervising authority in this connection is a Ministry, State Secretariat, a scientific Academy or any other "central government organization" in East Germany.
 - b. Each Ministry or "central organization" has a department for scientific-technical cooperation or at least one or more persons responsible for scientific-technical cooperation. This department or person makes an application to the WTZ outlining the request. In the case of a Ministry, the request is accompanied by a certification of the Main Administration with authority over the originating person, institute or enterprise, certifying to the necessity and importance of the request, and assessing its significance within the framework of the Economic Plan.
 - c. This application is made on form sheet 1570. The form sheet contains the following items:
 - (1)  of the request (Kursthema).
 - (2)  description of the reasons motivating the request.
 - (3) The date by which fulfillment of the request is desired.

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- (4) Specification of what is desired (Leistung). Up to and including 1954, this specification had to be given in the form of a short description. For the 1955 planning, the Leistung must be designated by a number. The following are the numbers used; the number indicates the kind of action requested from the WTZ:

- 1: Information.
- 2: Descriptions (Beschreibungen). This concerns literature available on the topic in question, including patent literature.
- 3: Technology.
- 4: Blueprints, drafts and/or documents. This includes photographs of equipment and installations.
- 5: Production procedures and samples (Rezeptur und Muster).
- 6: The dispatching of East German personnel to foreign countries (Entsendung) or visits to East Germany by foreign personnel (Konsultation).

3. The applications on form sheet 1570 are first processed by the Department for Planning, Reports and Coordination. They are investigated there for their formal correctness. The question whether there is a motivation for a request is presented correctly is also investigated there, i. e. whether it really is conceived in such a way that the fulfillment of the request would be in the interest of the Economic Plan. This Department furthermore classifies all requests according to the countries to which they pertain. The requests are then registered. If a request involves specific scientific-technical questions for which the assistance of an expert is needed, the Department for Planning, Reports and Coordination calls on experts in the Central Office for Research and Technology (Zentralamt fuer Forschung und Technik - ZAF). If it is not clear whether the fulfillment of a request is really necessary, the Department calls on representatives in the responsible Main Administration of the Ministry concerned or on representatives of other central organizations concerned for an opinion. After the processing of this Department, the requests are channeled to those departments of the WTZ to which they pertain. If a request pertains to more than one department, the requests of the request go to each of the departments. As the next step, the Department calls a conference in which all requests which are the responsibility of one WTZ department or secretariat are discussed. If necessary, representatives of ZAF and the central organizations are present at this conference. The conference deals with the best methods of carrying out the requests. The head of each WTZ department or secretariat consolidates

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the Department for Planning, Reports and Coordination.

4. In the conference, the head of the responsible WTZ department or secretariat, it is decided whether the fulfillment of a request can wait until the next WTZ convention with the foreign country in question or whether it should be implemented immediately. There are seven WTZ departments or secretariats, each of which is responsible for scientific-technical cooperation with one or more satellite countries (including the USSR). Each one of these foreign countries or groups of foreign countries has four WTZ conferences with East Germany per year. These conferences take place alternately in East Germany and in the foreign country concerned. If a request is not of immediate urgency it is taken up in the next conference with the foreign country involved. If the request is so urgent that it is considered impractical to delay its implementation, the Department for Planning, Reports and Coordination of the WTZ transfers the matter directly to the trade delegation in East Germany of the foreign country involved. At the same time, the Department notifies the East German WTZ representative in the foreign country. With the exception of Albania, there is a representative in East German embassies in every satellite country and the USSR. This representative has the rank of Embassy Secretary. The WTZ Embassy Secretary contacts the scientific-technical cooperation unit of the foreign country directly or the Ministry of the foreign country involved in the urgent request. If the foreign country approves the request, it notifies its trade delegation in East Germany, which in turn informs the WTZ. The implementation of the request is then in the same way as in the case of regular requests.
5. Regular requests, i.e. those not of immediate urgency, are taken up in the WTZ conferences with the foreign countries. The request is discussed by the representative of the East German WTZ and the scientific-technical delegation of the foreign country concerned. If an agreement is reached, it is laid down in a detailed protocol made out in German and in the language of the country concerned. The protocol is signed by the WTZ representatives of East Germany and of the foreign country, and it is also sealed. Copies of the protocol are registered and kept in the files of the Department for Planning, Reports and Coordination of the WTZ.
6. The East German WTZ delegation to the conference with the foreign country is composed of the following:
 - a. The chief of the WTZ section of the State Planning Commission. The State Planning Commission has WTZ sections which correspond to the departments or secretariats of the foreign countries within the WTZ. This section chief functions as the head of the East German WTZ delegation.

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- b. The head of the WTZ department or secretariat involved.
- c. A varying number of scientists and/or technicians called by the WTZ to take part in the conference. These persons may come from ZAPT, the Ministries and/or scientific institutes such as the East German Academies or the State Geological Commission, etc.
- d. Two interpreters provided by the WTZ section of the State Planning Commission and a stenographer provided by the WTZ department or secretariat involved.

The total number of persons belonging to the WTZ delegation usually does not exceed twelve.

7. If agreement is reached on the fulfillment of a request either in the WTZ convention or through the special method described above applying to requests of immediate urgency, the WTZ Department for Planning, Reports and Coordination is responsible for its implementation. The trade delegation in East Germany of the country involved notifies the WTZ that such and such material (literature, documents, descriptions, equipment, samples, etc.) has arrived. The material is then delivered to the WTZ on a prearranged date. On this occasion, a Protocol of Surrender (Uebergabeprotokoll) is made and signed by WTZ representatives and by a representative of the foreign trade delegation. A copy of this protocol is forwarded by the Department for Planning, Reports and Coordination to the Ministry or other "central organization" concerned. If the request concerns the visit of a foreign scientist or technician to East Germany, the foreign trade delegation concerned informs the WTZ and the WTZ department or section in the Ministry or other "central organization" concerned. The WTZ Department for Planning, Reports and Coordination sets a date for a conference with the foreign scientist. In addition to the foreign scientist, the following persons take part in this conference:

- a. A representative of the foreign trade delegation.
- b. An engineer or other representative of the WTZ department or secretariat involved.
- c. A representative of the main administration of the Ministry involved or a representative of the central organization involved.
- d. The head of the technical department in the Ministry involved or a technical expert of other central organization involved.
- e. The technical head of the enterprise involved, if such is the case, or the institute head if the request applies to an institute.

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During this conference a detailed program for the visit of the foreign scientist is worked out and the duration of his stay is determined. The results of the conference are recorded in a protocol, a copy of which goes to the Department for Planning, Reports and Coordination of the WTZ.

8. Every person, institution, or organization making requests to the WTZ for the fulfillment of its tasks through the WTZ has fulfilled its purpose, or after the visit of a foreign scientist or technician is terminated. These reports are called Nutzungsberichte. They are first sent to the Ministry or central organization involved, which forwards them with its comments to the WTZ department or secretariat concerned. From there they go to the WTZ Department for Planning, Reports and Coordination. This Department consolidates all reports of this kind pertaining to one and the same country and forwards the consolidated report to the State Planning Commission.
9. The WTZ is not allowed to function in any matter concerning Western countries. If information of a scientific-technical nature which can only be obtained from or in Western countries is involved, the WTZ refers the matter to the State Planning Commission. It is known that in all matters considered to be of sufficient urgency, the State Planning Commission takes action, mostly by selecting a technician who is sent abroad under some appropriate pretext. As an example, Chief Eng. Probst (fnu), of the State Radio Committee, was sent to England in September 1954 in order to procure information bearing on telecommunications problems after the matter was transferred by the WTZ to the State Planning Commission, because the WTZ was not able to procure scientific-technical information from England.
10. All requests concerning the procurement of scientific-technical information handled by the WTZ are subject to the same kind of planning as everything else in East Germany. The requests concerning a certain plan year must be in the possession of the WTZ early in the last quarter of the preceding plan year. On the other hand, the WTZ receives the requests from foreign countries during the first quarter of the plan year to which they apply. Thus, on 15 November of every year the WTZ has tabled all East German scientific-technical requests to foreign countries for the following plan year. However, it will know only by the end of March of the following year the total of foreign requests to East Germany for that year. If during a given plan year requests are made which were not contained in the list of planned requests, they are processed by the WTZ only after personal approval by a Minister or a member of the State Planning Commission.
1. Comment. The head of the WTZ Section for the USSR in the State Planning Commission is the Deputy Chairman of the Commission, Erwin Kerber.

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